

GOVERNMENT OF ANDHRA PRADESH  
ABSTRACT

Establishment-Planning Department-Permission to surrender balance of Earned Leave for encashment to Smt. P.Kamala, Record Assistant who retired on 31-05-2008 A.N. on attaining the age of superannuation – Orders – Issued.

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PLANNING (OP-II) DEPARTMENT

G.O.Rt.No. 562.

Dated: 03-06-2008.

Read the following:

1. G.O.Ms.No.232, Finance (FR.I) Department, dt.16-09-2005.
2. O.O.Rt.No.242, Planning (OP-II) Department, dt.30-05-2008.
3. From Smt. P.Kamala, R.A., application dated.02-06-2008.

**ORDER:**

In her application 3<sup>rd</sup> read above, Smt. P.Kamala, Record Assistant (Retd), Planning Department, who retired from service on 31-05-2008 A.N. on attaining the age of superannuation, has requested to permit her to surrender the Earned Leave accumulated at her credit as on date of her retirement for encashment.

2. Smt. P.Kamala, Record Assistant (Retd), is having (277) days Earned Leave at her credit as on 31-05-2008. In pursuance of the orders issued in the G.O. 1<sup>st</sup> read above, Smt. P.Kamala, Record Assistant (Retd), is permitted to surrender the balance of Earned Leave i.e. (277) days at her credit as on 31-05-2008 for encashment.

3. Certified that, the Earned Leave has been calculated upto 31-05-2008 only and the leave account is closed. Necessary entries have been made in her Service Register of the individual.

4. Smt. P.Kamala, Record Assistant (Retd), is informed that excess amount if any paid and noticed at a later date, she is liable to refund the same in lumpsum.

5. The Planning (Claims) Department shall draw and disburse the amount to the individual.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

C. INDIRA  
JOINT SECRETARY TO GOVT

To  
Smt. P.Kamala, Record Assistant (Retd),  
Planning Department.

Copy to:

The Planning (Claims) Department.  
The Dy.Pay and Accounts Officer,  
Secretariat Branch, Hyderabad.  
SF/SC.

// FORWARDED BY ORDER //

SECTION OFFICER.